

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Inventory Transactions (Staff recommends approval).

REQUESTED ACTION: Please authorize the following inventory transactions:

☐ Work Session (Report Only) **DATE OF MEETING:** 10/12/2010
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A

Effective Date: _____

Managing Division / Dept: _____

Vendor/Entity: _____

Termination Date: _____

Financial Services

BUDGET IMPACT: _____

☐ Annual
☐ Capital
☐ N/A

FUNDING SOURCE: _____

EXPENDITURE ACCOUNT: _____

HISTORY/FACTS/ISSUES:

The request for the Board is to approve the inventory transactions as noted below:

Inventory Changes from Year End

DESCRIPTION	ASSET TAG NUMBER	ACTION
30GB, 256MB Laptop Computer	CC-199-ADM	Junk
10 Ton Fleet Floor Jack	CC-515-R&B	Junk